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FUTURE HOUSING FOR AGENCY HEADQUARTERS ELEMENTS

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TAB "A"

**HISTORY
NEW HEADQUARTERS BUILDING CONSTRUCTION**

1. In 1955 our original estimate of the construction cost for a new headquarters building to house approximately 10,000 employees was \$55,000,000. The estimate of the Public Buildings Service also prepared in 1955, was \$50,800,000 and after our discussions with the Bureau of the Budget we requested the Congress for authorization of \$50,000,000. Our final authorization which was contained in the Military Construction Act of 1955 (Public Law 161, 84th Congress) was for \$46,000,000. The appropriation for construction was passed on 27 July 1956.

2. Even under the most austere standards and conditions it was impossible to construct a building which would house all Agency employees within the authorized \$46,000,000. In 1956 the Director of Central Intelligence recommended to the Congress that the construction proceed within funds available even though some [REDACTED] would be in other locations.

3. The Public Buildings Service acting as our Construction Agent, awarded the Architectural-Engineering Contract in the amount of \$1,751,300 to Harrison & Abramovitz early in 1957. Before the Architectural-Engineering drawings and specifications were complete

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the Clearing and Grubbing Contract was awarded on 9 October 1957. This initial contract was followed by three other major construction contracts, the final one being the contract for the superstructure which was awarded to Tompkins-Jones Construction Company on 11 July 1959.

4. Two contracts were awarded for our move to the new building, the first being when we gained beneficial occupancy of the North portions of the building in September 1961. The second contract covered our move into the South portion of the building in February 1962. The move was completed on 20 April 1962.

5. Through 31 March 1963 there was an unobligated balance of \$1,738,239 remaining in the Treasury from our ~~\$46,000,000~~ appropriation. *leave out and figure here,*

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Drawn L/A Status of Funds 31 Mar '63
Verified by [redacted]

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11/30/63 Road New Section - Unobligated thru date 157725
" " " " " 1574514
" " " " " \$1,738,239

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above figure to [redacted] *for* [redacted]
herein shown to [redacted]

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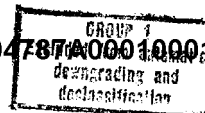
CURRENT SPACE SITUATION

1. We are working with the Public Buildings Service (PBS) on a survey that will compare our use of present space with the General Services Administration (GSA) utilization standards. This joint effort represents the Agency's part of a government-wide space survey to be conducted by PBS. Although the survey is not complete, preliminary estimates indicate that we are achieving higher utilization standards than those prescribed by established GSA policies for space assignment. These estimates include consideration of the immediate need for procuring 35,000 square feet of additional usable office space to house elements consisting of [REDACTED] individuals that must be moved from the Langley Headquarters building as soon as possible. This immediate action is required to relieve the congested condition in the Headquarters building, which now houses [REDACTED] Agency personnel in 958,084 square feet of usable space. This congested condition is a result of newly authorized activities and increased personnel ceilings in the Headquarters. The total net usable square footage in this building is 1,045,000 and the gross square footage is 1,750,000. In addition to office and special type space provided Agency personnel by these quantities, space for cafeteria, snack bars, GSA personnel, etc., is also furnished.

2. Building [REDACTED] was specially prepared to accommodate a laboratory type operation. The 432,000 ^{this is gross} square feet of net usable space provided by that building presently houses [REDACTED] personnel.

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However, the expansion of this activity program and military service strength of [REDACTED] to be located in this building by the end of FY 64. Since this building was constructed with consideration for this expansion, this building and the personnel to be housed therein are not involved in our current space problem and can thus be dropped from further discussion.

3. Other facilities furnished the Agency that are not related to our present space problem are the [REDACTED] and several small space allocations provided to house covert activities.

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[REDACTED] has 249,255 square feet of net usable space and GSA has been able in the past to provide additional storage space at other government locations when the need arose. [REDACTED]

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located in eighteen allocations of space which provide a total of 40,863 square feet of net usable space of which 26,215 is devoted to office use. As the needs of these activities change, space problems have been solved with little difficulty since requirements are relatively small.

4. The remainder of the Agency Headquarters is housed in 14 buildings in the Washington Metropolitan area. Our future space problems are primarily centered upon the elements housed in these buildings. Most of these elements could and should be relocated to the Langley site, if facilities could be provided at that location. The current dispersal of these elements is causing excessive administration costs and complicating internal coordination. The attachment shows a listing of these 14 buildings in 3 categories and documents the square footage provided by each building together with the number of personnel housed in each.

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5. As shown on the attachment, the first category of buildings contains Alcott Hall, R&S Building, and Quarters Eye which are temporary buildings in west Potomac Park that are scheduled for demolition by PMS after 1 January 1965. These buildings house [REDACTED] individuals in the 151,167 square feet of net usable space provided therein.

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6. The second category of buildings consists of South, Central and East Buildings at 2430 E Street, N. W., and [REDACTED] [REDACTED], N. W. These buildings house [REDACTED] individuals in the 97,585 square feet of net usable space provided and are projected by PMS for possible evacuation in the 1965-70 period.

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7. The third category contains seven buildings, as shown on the attachment, which house [REDACTED] individuals in the 237,414 square feet of usable space provided. All of this space is leased with exception of Building [REDACTED]

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8. With respect to the 486,166 square feet of net usable space provided the [REDACTED] individuals that work in the 14 buildings shown on the attachment, the number of individuals as compared with the usable space is not particularly significant since a large portion of space requirements (190,000 square feet) is for special space such as laboratories, class rooms, and storage facilities.

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**SPACE OCCUPIED BY ELEMENTS OUTSIDE
HEADQUARTERS BUILDING SUBJECT TO RELOCATION**

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1. Buildings Scheduled for Demolition

| <u>Building</u> | <u>Total Net Sq. Ft.</u> |
|--|------------------------------|
| Alcott Hall, west Potomac Park (vacate after 1 January 1965) | 47,300 |
| R&S, west Potomac Park (vacate after 1 January 1965) | 41,067 |
| Quarters Eye, west Potomac Park (vacate after 1 January 1965) | <u>62,800</u> |
| | 151,167 |

**2. Buildings Projected by PBS for Possible
Evacuation in the 1965-70 Period**

| <u>Building</u> | <u>Total Net Sq. Ft.</u> |
|-----------------------------|------------------------------|
| South - 2430 E St., N. W. | 45,704 |
| Central - 2430 E St., N. W. | 19,670 |
| East - 2430 E St., N. W. | 9,141 |
| | <u>23,070</u> |
| | 97,585 |

**3. Other Buildings Occupied by Elements
Outside Headquarters Building Subject
to Relocation**

| <u>Building</u> | <u>Total Net Sq. Ft.</u> |
|---|------------------------------|
| | 24,001 |
| | 18,585 |
| | 54,464 |
| | 19,500 |
| | 20,045 |
| Matomic Bldg. - 1717 H St., N.W. (leased) | 75,364 |
| 1016 - 16th St., N. W. (leased) | <u>25,455</u> |
| | <u>237,414</u> |
| TOTAL | 486,166 |

all house elements from Washington
o/a 1 July 1963.

Note: North Bldg. is scheduled for immediate demolition.
Occupants have been relocated.

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TAB C

"FUTURE SPACE REQUIREMENTS"

to

"FUTURE HOUSING FOR AGENCY HEADQUARTERS ELEMENTS"

1. In broadly estimating our future space requirements for the 1970 period, we must consider addition of functions to the Agency, expansion of current functions, and the changing state of the art in many fields organic to the activities of the Agency. In short, the Agency is a dynamic organization that must continually undergo change to provide capabilities that can cope with the fast moving pace of international affairs. Based on experience of recent years in these matters, we broadly estimate that 200,000 square feet of additional net useable space will be needed as a minimum to satisfy such new space requirements for the Headquarters in the period centered around 1970. However, this must be examined minutely through a survey of all Headquarters components that will take several months to complete. Requirements for some of this space are already under study for early action on procurement of space. This broad estimate of 200,000 square feet does not include our immediate requirement for 35,000 square feet of net useable space.

2. If the foregoing estimate of future additional space requirements is accepted for the time being, then our minimum future space requirements for procurement of space through 1970 are:

| | |
|--|--|
| Immediate needs | 35,000 square feet |
| Replacement for Temporary Buildings in west Potomac Park | 151,167 square feet |
| Replacement for four buildings projected for possible evacuation in 1965-70 period | 97,585 square feet |
| Estimate for additional needs | <u>200,000 square feet</u> |
| Total procurement requirements centered around 1970 | 483,752 square feet of net useable space |

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3. GSA considers that contractor construction for long term lease to fill these requirements is impractical under present policies and laws. Since no new government buildings are being planned in which the Agency can be allocated space, leased space approaching \$6.00 per square foot per year in the time frame under consideration will have to be obtained to satisfy these requirements. This would ultimately mean a rental cost approaching \$2.8 million per year. This definitely indicates an economy need for construction of a new building or buildings at the Langley site, if such construction can be accomplished with the equivalent funds that would have to be spent on approximate rental costs for ten years or thereabouts. There may be no alternate to rental of part of the space required in the interim period until construction could be completed. However, early action on construction approval might make it possible to occupy present locations with minimum adjustments.

4. If new construction is to be accomplished at the Langley site, then with certain exceptions, space should be provided for the elements located in the seven other buildings in the Metropolitan area. (See category 3 in paragraph 7 of Tab B). These buildings provide 237,414 square feet of useable space. Since approximately 100,000 square feet will be needed for the downtown office of the Director, [REDACTED] the telephone exchange and other overt activities that need to be located in Washington, only 137,414 square feet of useable space will have to be added to the previously listed requirements. This value will also have to be refined in the survey mentioned in paragraph 1 above.

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5. One other requirement needs consideration in connection with new construction at the Langley site. This is the need for approximately 20,000 square feet of useable space for a concession area. It has become apparent that the provision of such concessions as a post office, bank, barber shop and drug store would be in the best interests of the Agency and a welcomed aid to employee morale.

6. As broadly estimated and subject to refinement in the conduct of a survey, the total net useable space requirements for future construction to house Agency elements are:

| | |
|---|-----------------|
| Total procurement requirements centered around 1970 (Paragraph 2 above) | 483,752 sq. ft. |
| Relocation requirements from the seven other buildings in the Washington area (Paragraph 4 above) | 137,414 sq. ft. |
| Concession requirements (Paragraph 5 above) | 20,000 sq. ft. |
| <hr/> | |
| Total net Agency useable space construction requirements | 641,166 sq. ft. |

7. Construction of a building or buildings having net useable space of 641,166 square feet would necessitate construction of a gross space area of approximately 961,750 square feet. Gross area requirements for custodial space, cafeteria, boiler room, snack bars, etc., are estimated to run on the order of 100,000 square feet. This brings the total gross requirement to an estimated 1,061,750 square feet.

8. The total gross requirements for construction must be subject to minute examination in a preliminary planning phase. A survey of requirements of all elements of the Headquarters through 1970 must be conducted which will take several months. Future optimum utilization of the present Headquarters building must be determined from the results of this survey as well as a final listing of requirements that must be fulfilled in the Metropolitan

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area. Then broad plans and preliminary cost estimates for construction can be developed from the remaining requirements, and gross square footages can be developed for the necessary supporting areas.

9. Appropriate sites for such construction can be developed at Langley, but these also will have to be selected during the preliminary planning phase. Planning funds in the amount of \$200,000 are needed immediately to defray estimated expenses in the conduct of the preliminary planning phase. Upon completion of this phase, data would be available to request necessary funds to proceed with architecture and engineer design and to request funds for construction.

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TAB "D"

"BROAD COST ESTIMATES"
TO
"FUTURE HOUSING FOR AGENCY HEADQUARTERS ELEMENTS"

1. An accurate estimate of construction costs at the Langley site can not be developed for the stated estimated gross requirement of 1,061,750 square feet until the completion of a preliminary planning phase. We are thinking of a building or buildings that would blend with the present Headquarters building and as such the cost per gross square foot would certainly not be less than the costs incurred in that construction. On the other hand, construction costs have steadily increased in past years and probably will continue to increase. Based on this increase, a maximum cost figure can be developed based on early approval of construction funds. Thus, the following paragraphs provide two cost estimates to give an idea of the possible ranges of construction costs at the Langley site to satisfy the estimate future space requirements.
2. The present Headquarters building has 1,750,000 square feet of gross space. Through the end of March 1963, \$3,806,713 had been obligated on this construction. The cost per gross square foot therefore is approximately \$25.00. If new construction could be accomplished at this cost, then the 1,061,750 square feet of gross space could be provided at a cost of \$26,544,000. This is considered as an absolute minimum figure.
3. Rising costs of construction and special purpose facilities that will have to be provided in the proposed new building or buildings might make the cost per square foot for construction approach \$29.00 per square foot. If this turns out to be the case, the 1,061,750 square feet of gross space would cost

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\$30,790,750. Of course, this figure will vary with the quantity of final requirements to be determined in the preliminary planning phase.

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PROPOSAL

1. New construction at the Langley site should be accomplished as soon as possible to house all Headquarters elements that have a need to be located adjacent to the Headquarters building. New construction to house all of these elements would provide increased efficiency through improved coordination between elements and elimination of local travel requirements for many individuals. Additionally, administration costs connected with Agency space could be reduced. Approval, design and construction will probably require a minimum of from 5 to 6 years. At the end of this period and upon completion of the required construction, it is estimated that an amount in rent approaching \$3.4 million could be saved the government each year thereafter. This estimate stems from the estimated rental costs in the future of \$2.8 million per year to satisfy future requirements if construction is not accomplished, and from an estimated \$3.4 million per year that would accrue from space released in the Washington area by relocation of other elements to the Langley site.

2. Development of broad plans for new construction and of cost estimates together with site selection should be accomplished during a preliminary planning phase. There is a need for authority to proceed with preliminary planning and for \$200,000 in planning funds to support the activities required in the conduct of this phase of new construction.

3. If \$200,000 of the funds remaining from Headquarters construction could be used to initiate immediately this preliminary planning phase, we believe that nearly a year in time could be saved in the overall project. Such authority would, of course, be followed upon completion of the preliminary planning phase with a request to Congress for the necessary

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Architectural and Engineering funds and for the funds to complete the required construction.

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